



Record time in your timesheet. Submit line status as required and at the end of the time period post your timesheet for approval.

Status: Approved (Final), Total: 37.5h, Period: 14/11/2020 12:00 AM - 20/11/2020 11:59 PM

My Timesheet

|  |                          | Task Name/Description                         | Project Name     | Time Type | Sat 14/11 | Sun 15/11 | Mon 16/11 | Tue 17/11 | Wed 18/11 | Thu 19/11 | Fri 20/11 |  |
|--|--------------------------|---|------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|--|
|  | <input type="checkbox"/> | SM - Change Management                        | TS209434 - Servi | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | SM - Disaster Recovery                        | TS209434 - Servi | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | SM - Incident Management                      | TS209434 - Servi | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | SM - Problem Management                       | TS209434 - Servi | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | SM - Service Request Fulfillment              | TS209434 - Servi | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | SM - System Admin                             | TS209434 - Servi | Actual    |           |           | 4h        | 4h        | 5h        | 3h        | 4h        |  |
|  | <input type="checkbox"/> | SM - Tool Maintenance                         | TS209434 - Servi | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | TS200096 Hol Mon SMO contractor               | TS200096 - Holis | Actual    |           |           | 3.5h      | 3.5h      | 2.5h      | 4.5h      | 3.5h      |  |
|  | <input type="checkbox"/> | Community Volunteer Day GA018000.042          | Administrative   | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | Covid - 19 Tracking GA018000.043              | Administrative   | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | Education & Training GA018000.005             | Administrative   | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | General Admin GA018000.001                    | Administrative   | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | Non-Tech BAU GA018000.038                     | Administrative   | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | Part Time / Contractor Off Hours GA018000.004 | Administrative   | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | Sick Time GA018000.002                        | Administrative   | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | Statutory Holiday GA018000.009                | Administrative   | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | Technology Consult with Leader GA018014.001   | Administrative   | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | Technology Team Meeting GA018014.002          | Administrative   | Actual    |           |           |           |           |           |           |           |  |
|  | <input type="checkbox"/> | Vacation GA018000.011                         | Administrative   | Actual    |           |           |           |           |           |           |           |  |
|  |                          | Total work                                    |                  | Actual    |           |           | 7.5h      | 7.5h      | 7.5h      | 7.5h      | 7.5h      |  |